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AGENCY: Procurement Services Division

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SUBJECT: Procurement Audits

- A. The Procurement Services Division, in accord with Section 11-35-1210, has audited the following agencies and recommends certification within the parameters described in the audit reports for the following limits (total potential purchase commitment whether single- or multi- year contracts are used):

The Citadel (for a period of three years): goods and services, \$250,000\* per commitment; consultant services, \$250,000\* per commitment; information technology, \$100,000\* per commitment; construction contract award, \$100,000; construction contract change order, \$100,000 per commitment; architect/engineer contract amendment, \$15,000 per amendment.

Department of Health and Environmental Control (for a period of three years): annual term contract for drugs, biological for human use; contraceptives, biochemicals and biochemical research, \$7,500,000 maximum of all contracts combined; annual term contracts for hospital sundries and germicides, \$1,000,000 maximum of all contracts combined; all other goods and services, \$2,000,000\* per commitment; information technology, \$225,000\* per commitment; consultant services, \$250,000\* per commitment.

- B. In accordance with Code Section 11-35-1210 and upon the request of the State Law Enforcement Division, the Procurement Services Division recommends an increase in certification for the following limits for a period of three years:

State Law Enforcement Division (for a period of three years): goods and services, \$100,000\* per commitment; consultant services, \$100,000\* per commitment; information technology, \$100,000\* per commitment.

\* Total potential purchase commitment whether single year or multi-term contracts

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BOARD ACTION REQUESTED:

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- A. In accord with Section 11-35-1210, grant the following procurement certifications within the parameters described in the audit reports for the following limits (total potential purchase commitment whether single- or multi- year contracts are used) for the following agencies:

The Citadel (for a period of three years): goods and services, \$250,000\* per commitment; consultant services, \$250,000\* per commitment; information technology, \$100,000\* per commitment; construction contract award, \$100,000; construction contract change order, \$100,000 per commitment; architect/engineer

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AGENCY: Procurement Services Division

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SUBJECT: Procurement Audits – Continued

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contract amendment, \$15,000 per amendment.

Department of Health and Environmental Control (for a period of three years): annual term contract for drugs, biological for human use; contraceptives, biochemicals and biochemical research, \$7,500,000 maximum of all contracts combined; annual term contracts for hospital sundried and germicides, \$1,000,000 maximum of all contracts combined; all other goods and services, \$2,000,000\* per commitment; information technology, \$225,000\* per commitment; consultant services, \$250,000\* per commitment.

- B. In accordance with Code Section 11-35-1210 and upon the request of the State Law Enforcement Division, grant an increase in certification for the following limits for a period of three years:

State Law Enforcement Division (for a period of three years): goods and services, \$100,000\* per commitment; consultant services, \$100,000\* per commitment; information technology, \$100,000\* per commitment.

\* Total potential purchase commitment whether single year or multi-term contracts

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ATTACHMENTS: Agenda item worksheets and attachments

## BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET

Meeting scheduled for: June 17, 2008

Blue Agenda

**1. Submitted by:**

(a) Agency: Procurement Services Division

(b) Authorized Official Signature:

R. Voight Shealy, Materials Management Officer

**2. Subject:** Procurement Certification for The Citadel

**3. Summary Background Information:**

In accordance with Section 11-35-1210 of the South Carolina Consolidated Procurement Code, the Procurement Services Division has reviewed the procurement system of The Citadel and recommends its certification within the parameters described in the audit report for the following limits for a period of three years.

	<u>Current Certification</u>	<u>Certification Recommended</u>
I. Goods and Services	*\$ 250,000 Per Commitment	*\$ 250,000 Per Commitment
II. Consultant Services	*\$ 250,000 Per Commitment	*\$ 250,000 Per Commitment
III. Information Technology	*\$ 100,000 Per Commitment	*\$ 100,000 Per Commitment
IV. Construction Contract Award	\$ 100,000 Per Commitment	\$ 100,000 Per Commitment
V. Construction Contract Change Order	\$ 100,000 Per Change Order	\$ 100,000 Per Change Order
VI. Architect/Engineer Contract Amendment	\$ 15,000 Per Amendment	\$ 15,000 Per Amendment

\*Total potential purchase commitment whether single year or multi-term contracts are used.

**4. What is Board asked to do?**

Grant procurement certification for The Citadel by approval of the Blue Agenda.

**5. What is recommendation of Board division involved?** Approve.

**6. Recommendation of other office (as required)?**

(a) Authorized Signature: \_\_\_\_\_

(b) Division/Agency Name: \_\_\_\_\_

**7. List of supporting documents:**

(a) Section 11-35-1210 of the Consolidated Procurement Code

# BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET

Meeting scheduled for: June 17, 2008

Blue Agenda

## 1. Submitted by:

(a) Agency: Procurement Services Division

(b) Authorized Official Signature:

*R. Voight Shealy*

R. Voight Shealy, Materials Management Officer

## 2. Subject: Procurement Certification for the Department of Health and Environmental Control

## 3. Summary Background Information:

In accordance with Section 11-35-1210 of the South Carolina Consolidated Procurement Code, the Procurement Services Division has reviewed the procurement system of the Department of Health and Environmental Control and recommends its certification within the parameters described in the audit report (the audit results were positive) for the following limits for a period of three years.

	<u>Current Certification</u>	<u>Certification Recommended</u>
I. Annual Term Contracts for: Drugs, biological for human use; contraceptives, biochemicals and biochemical research	\$ 5,000,000 Maximum of all contracts combined	\$ 7,500,000 Maximum of all contracts combined
II. Annual Term Contracts for: Hospital sundries and germicides	\$ 1,000,000 Maximum of all contracts combined	\$ 1,000,000 Maximum of all contracts combined
III. All other Goods and Services	*\$ 1,000,000 Per Commitment	*\$ 2,000,000 Per Commitment
IV. Information Technology	*\$ 225,000 Per Commitment	*\$ 225,000 Per Commitment
V. Consultant Services	*\$ 100,000 Per Commitment	*\$ 250,000 Per Commitment

\*Total potential purchase commitment whether single year or multi-term contracts are used.

## 4. What is Board asked to do?

Grant procurement certification for the Department of Health and Environmental Control by approval of the Blue Agenda.

## 5. What is recommendation of Board division involved? Approve.

## 6. Recommendation of other office (as required)?

(a) Authorized Signature: \_\_\_\_\_

(b) Division/Agency Name: \_\_\_\_\_

## 7. List of supporting documents:

(a) Section 11-35-1210 of the Consolidated Procurement Code

## BUDGET AND CONTROL BOARD AGENDA ITEM WORKSHEET

Meeting scheduled for: June 17, 2008

Blue Agenda

**1. Submitted by:**

(a) Agency: Procurement Services Division

(b) Authorized Official Signature:

R. Voight Shealy, Materials Management Officer

**2. Subject:** Procurement Certification for the State Law Enforcement Division

**3. Summary Background Information:**

In accordance with Section 11-35-1210 of the South Carolina Consolidated Procurement Code, the Procurement Services Division recommends an increase in certification for the following limits for a period of three years.

	<u>Current Certification</u>	<u>Certification Recommended</u>
I. Goods and Services	* \$50,000 Per Commitment	* \$100,000 Per Commitment
II. Consultant Services	* \$50,000 Per Commitment	* \$100,000 Per Commitment
III. Information Technology	* \$50,000 Per Commitment	* \$100,000 Per Commitment

\*Total potential purchase commitment whether single year or multi-term contracts are used.

**4. What is Board asked to do?**

Grant procurement certification for the State Law Enforcement Division by approval of the Blue Agenda.

**5. What is recommendation of Board division involved?** Approve.

**6. Recommendation of other office (as required)?**

(a) Authorized Signature: \_\_\_\_\_

(b) Division/Agency Name: \_\_\_\_\_

**7. List of supporting documents:**

(a) Section 11-35-1210 of the Consolidated Procurement Code

(b) Certification letter from the State Law Enforcement Division

